



TOWN OF ACTON

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ACTON, MA 01720

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12/1
(9)

FINANCE DEPARTMENT
STEPHEN G. BARRETT, CPA, DIRECTOR

TO: Don P. Johnson

FROM: Steve Barrett CPA

(SGB)

Re: Dog License Fees

Date: November 26, 2003

Don,

Attached is an internal communication from Ed Ellis, Town Clerk, pursuant to dog license fees. In FY 03 these fees generated approximately \$19,000 in general fund revenues. Ed has generated some proposed fee data for the Board to consider. Fee schedule 1 equates to an approximate 50% increase in most dog fees. We estimate that adopting fee schedule 1 will result in approximately \$8,000 of incremental revenue. Fee schedule 2 equates to an approximate 100% increase in most dog fees. We estimate that adopting fee schedule 2 will result in \$16,000 of incremental revenue. We have not taken increased noncompliance into account with our estimates.

In these difficult fiscal times, I recommend that the Board consider all revenue opportunities.

INTERDEPARTMENTAL COMMUNICATIONS

OFFICE OF THE TOWN CLERK

DATE: November 21, 2003

TO: Board of Selectmen, Town Manager

FROM: Edward Ellis

Subject: Dog License fees

The new 2004 Annual Street Listing (census) form will have a dog license renewal application incorporated into it with a license fee schedule printed on the application section.

To meet the January mailing target date for Street list (census) and dog licensing notification the purchase order for these new forms needs to be placed no later than December 5, 2004

I am requesting the Board review the current dog license fees and approve a fee schedule for 2004 at their December 1 meeting.

Current Dog License fees		possible increase	
		Schedule1	Schedule2
		% increase	double fees
Spayed female, Neutered male	\$10.00	\$15.00	\$20.00
Non - spayed or Neutered	\$15.00	\$20.00	\$30.00
Kennel 1-4 dogs	\$26.00	\$45.00	\$52.00
Kennel 5 -9 dogs	\$51.00	\$85.00 *	\$102.00 *
Full Kennel 10 – up	\$76.00	\$125.00 *	\$152.00 *

* Compliance with zoning bylaw section 3.8

Thank you
Ed Ellis

Cc: John Murray, Steve Barrett

100%
2004

50%
2004

2003

Licenses sold in 2003		2004 with increases					
	fee	# sold	total revenue	fee sch. 1	est. sold	est. revenue	fee sch. 2
spayed/ neutered	\$10.00	1505	\$15,050.00	\$15.00	1500	\$22,500.00	20.00
non spayed /neutered	\$15.00	157	\$2,355.00	\$20.00	150	\$3,000.00	30.00
kennel 1-4	\$26.00	22	\$572.00	\$45.00	20	\$900.00	52.00
kennel 5-9	\$51.00	0	\$0.00	\$75.00	1	\$75.00	102.00
kennel 10 + up	\$76.00	2	\$152.00	\$125.00	1	\$125.00	152.00
late fees	\$25.00	47	\$1,175.00	\$25.00	47	\$1,175.00	25.00
			\$19,304.00			\$27,775.00	
revenue increase						\$8,471.00	
							\$17,665

1,733